

# **Medina Water Supply Corp**

## **Minutes of Board of Directors Meeting on 02/10/2025**

### **at Medina Community Center**

Meeting called to order at 6:02 pm by Board President Dan Poston.

Directors present:

Dan Poston – President

Mike Guidry – Treasurer

David Reed

Charles Anderson

Quorum present

Harvey Young – Vice President

Roger Mora

Jon Miller

Also present:

Emerson Arnold - Operator

Kevin Ayers – Contractor

Bob Buck

#### **Reading of Previous Meeting minutes**

Dan asked if the directors had reviewed the previous minutes and reminded everyone that printed copies are available at the office. Dan then polled the group for additions, deletions, and problems requiring corrections.

Jon moved to accept the minutes as published, Seconded by Roger Mora, motion carried by 7 positive votes.

#### **Public Comments (5 minutes per speaker)**

Dan Poston acknowledged our visitors and asked if Bob wanted to speak now or reserve his comments for later in the meeting. Bob indicated that he would like to speak later. Harvey stated that we spoke about this last month and if Bob had anything to say, he should say it now at the designated time on the agenda. Dan says he can speak at any time.

#### **Treasurer's Report**

Mike Guidry sent out the report ahead of time. See included reports February 2025.

We are in the green \$8140.18.

Kevin asked about the difference in the P&L sheet and the Register amounts. Dan asked about the regulatory assessment fee, this was a fee we pay yearly. David Reed asked about a returned check. This was a customer's check, we ran it through twice unsuccessfully, then after the customer verified that the bank problem was corrected, we ran it again unsuccessfully. Each bounce triggers a \$25 fee. Then the customer brought another check, and it bounced as well. The customer then paid with a money order.

Kevin also highlighted 2 postage charges, stamps for the annual meeting, the office, and postcard stamps. Billing is \$130 per month approximately.

This is the 2<sup>nd</sup> month in 4 without unusual expenses and several large deposits. Two new accounts with Tap Fees, and the fire hydrant (which will show up next month as other income).

Dan then moved to accept the Treasurers report, seconded by Harvey Young. Motion carried with 7 positive votes.

There was some adhoc discussion talking about the bounce check and fees, and whether it is causing the discrepancy between the P&L and the Register amounts.

#### **Accounts Report**

The Accounts Report was provided in written form by Kevin Ayers. See the attached report titled February 10th.

We are now at 260 accounts. One new hookup, one reconnection.

Three accounts in arears. No leak adjustments.

Just under 1.0 Million gallons produced with 753,200 gallons sold.

The flush amount this month was the standard amount.

Water loss was 19.46%. System bacterial test came back clear on the 13<sup>th</sup> of January.  
Finch plant water loss was high and we suspect that is because of several repairs around the Finch plant.

Kevin will be on vacation during the March Board of Directors meeting. He will create the meeting packets ahead of time and Michael Guidry to bring them to the meeting. Charles Anderson will deliver the signed, approved minutes to the office via the drop box. During this vacation the office will be closed March 10<sup>th</sup> and 11<sup>th</sup>. Harvey asked about coverage for the phone numbers. Most people will be call the emergency number, and the office number goes to Kevin's cell phone anyway.

Dan Poston asked if we are in the final rate increase. Kevin advised that we are in the 4<sup>th</sup> of 5 rate increases. Kevin will send out notices in May, and it will be hitting the customer bills in September.

David Reed made a motion to accept the accounts report as delivered. This motion was seconded by Roger Mora, and carried by 7 positive votes.

#### **Field Operations Manager Report.**

See included reports February 2025 Facilities Report.

In addition to the written report supplied, Emerson highlighted the following activities.

RGB came out to address a problem at Dan's house and replace a meter for the Reinas home.  
Also, we brought out Jerry with Kerr Country Pump Wednesday the 22<sup>nd</sup> to replace a faulty transducer at the Finch plant and recalibrated it. Emerson said that he would add flushing the transducer to the monthly list and see how that works out. This transducer was replaced 3 years ago, and if it is not flushed often, it will get clogged. A transducer costs \$299.

Replaced the roof at the Stringtown plant Chlorine building. Dan did a nice job of that.

Emerson repatched the torn-up patch at Finch and Linney. Bandera Roads and Bridges are planning on redoing a lot of those streets this spring if we get enough rain.

Dan polled the group for additional questions. Jon Miller moved to accept the Operators report, seconded by Harvey Young. Motion carried with 7 positive votes.

#### **Old Business**

##### **Bylaws Changes.**

Kevin proposed a change to Article 7 to notify the membership of a special meeting via the website rather than a full mailing. Since posting to the website is an accepted form of communication, we hope the membership will approve. To get these approved, we need to have 22 members present to form a quorum as the bylaws state we need 10% member representation.

Dan, to add on to this topic, asks that prior to March meeting, the board review the bylaws and bring any changes to the next meeting. Kevin to send a final copy in Word, we review highlight the changes and put the replacement text in parentheses following the highlighted text.

Harvey Young raises a question, that a year or two ago and said something about voting by proxy and there was some discussion. Our bylaws say that it can be done.

#### **New Business**

##### **2025 Company Goals**

Harvey and Kevin worked and produced a priority list of task and goals. Dan says that we have listed everything we want but raised the issue of new meters. If we want to do it now, we would have to fund a large portion of it, and then later apply grant money to it. These means loans and paying a certain percentage. Dan stated that he believes we should hold onto our money now in case a critical need arises or to use as a down payment for loans in the future. And wait and see about using grant money if or when it becomes available.

Emerson clarifies some issues around the meter discussion, stating that this project is not a simple meter swap. He asked if anyone has gathered recent pricing for the project. Emerson mentioned that replacing the meters may require risers, new boxes, relocating meters up and the labor associated with all these tasks. Kevin stated that we should mark up the meter read sheet so that we would have a better understanding of what needs to be done. Then adjust the amount of money in the PIF.

## Facilities Inspection

Harvey reported that a couple of weeks ago Jon Miller and Harvey did a walk through of the facility and saw some problems.

- 1) Storage of weed killer in that shed, this was an audit issue in the past, where we had a finding for some tar that had leaked out. Harvey suggested to store it in a tote on the truck. Kevin suggested storing it in the connex at Stringtown. Emerson says he will put it in the connex as suggested.
- 2) Further, we need to key an eye on the trees growing into the fence. According to the TCEQ the perimeter fence needs to be clear of branches.
- 3) There was some rust on the top of the ground storage tank. Southside at the top.

Emerson wants to paint the three buildings at the Finch plant, the shed and the block buildings to make them all the same color. He requested about 6 gallons of paint to do the job. He also mentioned that the Chlorine building at the Stringtown plant would also be painted. Dan Poston says white or some derivative of white is approved, and classify the expense as office supplies.

## Tarriff

Final copy is coming out. There are no changes of substance, only grammatical errors and cosmetic changes. Kevin asked that we vote to accept it and adopt it so he can submit it to the PUC. Harvey Young moves that we accept this Tarriff, seconded by Michael Guidry, and carried with 7 positive votes.

Emerson wants to store the weed killer in the shed at Finch, if the shed is locked. There was discussion and an agreement to put the weed killer into a secondary container to contain it, if it leaks and to keep the shed locked at all times.

## Ardurra

The board requested that Kevin update us on what Ardurra was doing for us lately. First, Kevin had several calls with Johnathon about the well capacity variance. Kevin and Johnathon compiled 3 years of data systemwide (not just the Finch plant). December of 2021 – December 2024. We are close to completing this dataset.

Secondly, the PIF, TWDB low interest loans (some with forgiveness options) and the Texas Department of Agriculture grants.

Kevin presented the list of projects in this priority

- 1) Painting both storage tanks at the Finch plant. They haven't been painted in 20 years. This was a comment on the last audit.
- 2) PRV Installations
- 3) Stringtown Welded Storage Tank
- 4) Meter replacement
- 5) Stringtown Pressure Tank finishing and hookup.
- 6) New Well Site for future growth.

Jon Miller moves to adjourn the meeting. Roger Mora seconded the motion. The motion was carried by 7 positive votes.

Meeting Adjourned at 7:09 PM.

**Minutes approved as \_\_\_\_\_distributed\_\_\_\_\_amended.**

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